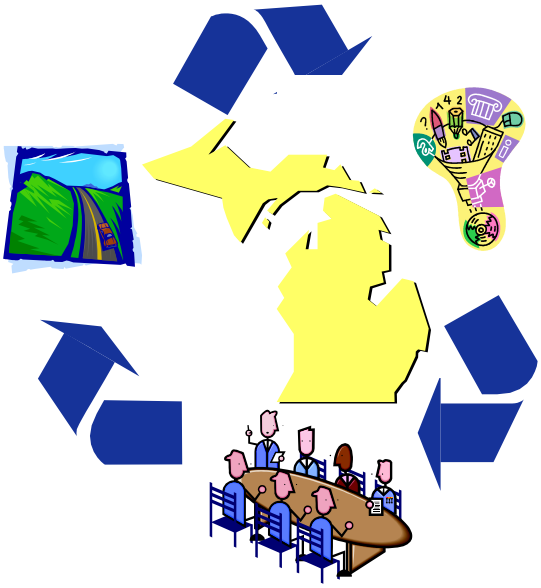
TRCC

TRAFFIC RECORDS COORDINATING COMMITTEE



Strategic Plan

2010-2015

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Traffic Records Coordinating Committee (TRCC)

In Michigan, the traffic data systems that make up a comprehensive traffic records system are located in multiple state departments. It is essential, therefore, that the operation and management of these systems are coordinated to ensure that the crash data is accessible, timely, accurate, complete, uniform and integrated for all users within the State.

Prior to 1994, coordination of these systems took place through an interagency work group that met every other month. In 1994, this work group was absorbed into the Michigan Traffic Safety Management System becoming the Data Action Team (DAT), one of 13 action teams created within this system. Membership within the DAT expanded to include traffic safety data users from across the state. This expansion changed the role of the DAT from strategic to operational. Recognizing the need to continue coordination of these data systems at a strategic level, an executive level group continued to meet separate from the DAT. These two groups were combined to create Michigan's Traffic Records Coordinating Committee.

In 2002, the Michigan State Safety Commission and the Michigan Traffic Safety Management System were combined to create the Governors Traffic Safety Advisory Commission (GTSAC). The Traffic Records Coordinating Committee continues to serve as an action team within the GTSAC structure and has responsibility for addressing traffic crash record issues within the state.

In Michigan, TRCC membership is made up of any group, agency or individual who has an interest in, and can provide to other members, a perspective needed to improve the quality, timeliness and availability of traffic records. While MOU's exist between member agencies, TRCC membership is voluntary and can be subject to change at any point. The TRCC has no authority to set policy, establish rules, or otherwise impose its authority on any group, agency or individual. Work groups and technical committees are established based on current projects, activities and/or issues at hand. The TRCC currently meets on an annual basis.

Within the TRCC is an Executive Committee that provides leadership to the larger, full TRCC. The Chair of the TRCC is also a member of the Executive Committee and is rotated among the Executive Committee membership on an annual basis. The TRCC Chair keeps the GTSAC apprised of TRCC activity, projects and/or accomplishments through reports at the bi-monthly GTSAC meetings. The Executive Committee is comprised of a representative from the Michigan Department of State Police, Michigan Department of State, Michigan Department of Transportation, Michigan Department of Community Health, Michigan State Courts Administration Office and the Michigan Office of Highway Safety Planning. The TRCC Executive Committee currently meets on a quarterly schedule and on 'as needed' when those situations arise.

The TRCC Charter can be found in the Appendix Section - Appendix A.

Traffic Records Assessment

In 2004 and again in 2009 the Office of Highway Safety Planning (OHSP) requested that the National Highway Traffic Safety Administration (NHTSA) facilitate a statewide, comprehensive traffic records assessment. NHTSA proceeded to assemble a team of traffic records professionals representing the various disciplines involved in a state traffic records system. Concurrently the OHSP carried out the necessary logistical and administrative steps in preparation for the onsite assessment. A team of professionals with backgrounds and expertise in several component areas of traffic records data systems (crash, driver/vehicle, roadway, enforcement and adjudication, and EMS and trauma data systems) conducted the assessment.

The scope of the traffic records assessment included all of the data systems comprising a traffic records system. The purpose of this assessment was to determine whether Michigan's traffic records system is capable of supporting management's needs to identify the state's safety problems, to manage the countermeasures applied to reduce or eliminate those problems and to evaluate those programs for their effectiveness.

The 2009 Traffic Records Assessment Executive Summary can be found in Appendix B.

Strategic Planning

A comprehensive Traffic Records Strategic Plan should define a system, organization, and process for managing the data and attributes of the roadway, drivers, passengers and vehicles to achieve the highest level of highway safety by integrating the work of disciplines and agencies involved. **Simply put, a strategic plan identifies where the organization wants to be at some point in the future and how it is going to get there.** The "strategic" part of any planning is the continual attention to current changes in the organization and its external environment, and how this may affect the future of the organization and its established goals.

In order to manage this complex system and to achieve the level of integration necessary to meet the highest levels of safety, 4 key assumptions must be understood:

1. An organizational structure exists that will allow for the integration of the agencies involved in highway safety.
2. A formal management process is in place that will coordinate the activities of these agencies in a manner that will efficiently achieve the stated goals, mission and vision.
3. The planning process is at least as important as the planning document(s) itself
4. The planning process is never "done" – its a continuous cycle

This strategic plan is a multi-year plan which will be updated annually and/or as needed. The strategic plan was developed to address the timeliness, accuracy, completeness, uniformity, integration and accessibility of all traffic related data and systems and to provide the mechanism to ensure the expenditure of safety funds are done so with these elements in mind.

Vision
All roadway users arrive safely at their destinations.

Mission
Improve the timeliness, accuracy, completeness, uniformity, integration, and accessibility of crash data and systems to enable stakeholders and partners to identify and resolve traffic safety issues.

Goals
- Maintain a comprehensive TRCC composed of members from the traffic safety community whose purpose is to jointly set the direction and future on matters related to Michigan traffic record systems and data.
- Benchmark and measure the timeliness, accuracy, completeness, uniformity, integration and accessibility of traffic data that is needed to identify priorities for national, state and local traffic safety programs.
- Facilitate and coordinate the linkage of systems within the state, such as systems that contain crash related medical and economic data, with traffic crash data.

Measures of Impact and Evaluation
In developing and implementing strategies to address each of the emphasis areas, the TRCC will determine the level of impact and success of efforts and resources expended:
- Secure baseline data from relevant sources to determine the current 'Crash Picture' for the state.
- Develop and determine priorities and programming based on critical data analysis and potential emerging safety issues.
- Develop relevant measures of activity and impact, and gather and use such data as the basis for new program development and requests for continuing funding.

An annual report will be prepared to provide information on the status of all funds awarded under Section 408 including the list of projects implemented in the past fiscal year, brief descriptions of activities completed and any problems encountered.

Emphasis Areas
To support the mission, vision and goals of the strategic plan, information was utilized from the 2004 and 2009 Traffic Records Assessments and through TRCC general and executive level meetings and from other State, Local and Federal safety partners at various meetings, forums and conferences. In addition, the generally accepted "E's" of traffic safety (Engineering, Enforcement, Education and Emergency Medical Systems) were considered in establishing emphasis areas. This plan outlines the high level activities and projects that provide a long term (3+ years) direction of traffic records data and systems in Michigan in the following areas:
- Crash
- Citation/Adjudication
- Driver/Vehicle
- Injury Surveillance System Components
- Roadway
- TRCC

Crash

Recommendation: 1 of 4
Develop a formal plan for the spread of electronic crash data reporting implementations throughout the local law enforcement agencies. **(Section 2-A)**

Deficiency Identified:
There does not currently exist a formal, statewide action plan that outlines how and when the state will achieve 100% electronic crash capture and submission (ECCS).

Strategies:
Create an action plan that will detail the process, timelines, costs, funding sources and agencies involved to move the state to 100% ECCS.

Accomplishments (as of May 2014):
From FY10 thru FY12, OHSP provided $2,203,654 of 408 funding to assist 43 law enforcement agencies in establishing an electronic crash capture and submission system. Due to this funding support, Michigan has seen an increase of the number of law enforcement agencies submitting electronic crash data from 41% in 2009 to 76.9% in 2012. There was also an increase in the number of crash reports electronically submitted – from 21.6% in 2009 to 86.8% in 2012.

Although funding was not provided for electronic crash capture and submission in FY13 and FY14, the totals continued to increase to 80% of agencies submitting 94.7% of crash reports electronically thus far in 2014.

Project Name	Electronic Crash Capture & Submission
Priority	High
Status	Active
Lead Agency	Office Of Highway Safety Planning
Project Description/Purpose	Assist Police agencies in collecting and submitting crashes (UD-10) electronically
Partners	CJIC, MSP, MDOS
Performance Measure	Timeliness, Accuracy
Website	Michigan.gov/OHSP
Project Director	Alicia Sledge
Address	333 South Grand Avenue, Lansing, MI 48933
Phone	517-241-1505
E-mail	sledgea@michigan.gov
Agency	Office of Highway Safety Planning
Impact/Results	Crash data will be collected electronically with greater speed and accuracy
Start	10/1/2010
End	9/30/2012
Funding Source	408
Cost	$2,203,654
Project Benchmarks	Police agencies start collecting and submitting crashes via an electronic solution

Recommendation: 2 of 4

Develop a comprehensive formal plan for implementing a field data collection capability for crashes, citations and other reports in the Michigan State Police addressing the following needs:

- Laptop computers in all MSP units with a traffic enforcement role.
- Software licenses for electronic crash and citation, if not a complete suite of field reporting software.
- A replacement of the legacy RMS.
- Replacement or upgrade of the communication system. **(Section 2-A)**

Deficiency Identified:

The Michigan State Police do not have department wide electronic capabilities to collect and submit crash or citation data/information

Strategies:

Create a plan

Accomplishments (as of May 2014):

This recommendation has been fully addressed. All of Michigan State Police Posts are using electronic crash and citation systems.

Project Name	MSP Electronic Records Management						
Priority				Medium			
Status	Proposed						
Lead Agency	Reporting and Analysis Division, Criminal Justice Information Center, Michigan State Police						
Project Description/Purpose	To acquire the capability for the Michigan State Police to collect crash and citation information real-time in a mobile environment.						
Partners	Field Services Bureau, Management Services Division, Department of Information Tech.						
Performance Measure	Timeliness	Accuracy		Integration	Uniformity		
Website	N/A						
Project Director	Sydney Smith						
Address	333 South Grand Avenue, Lansing, MI 48933						
Phone	517-241-1750						
E-mail	Smiths57@michigan.gov						
Agency	Michigan State Police – Criminal Justice Information Center						
Impact/Results	Crash and citation data collected by the State Police will be more timely, accurate, and complete						
Start	7/1/09						
End	9/2012						
Funding Source	CJIC Fees / potential Federal Motor Carrier Safety Administration grant						
Cost	$2.9 million – includes hardware/software						
Project Benchmarks	Contract in place; product customized to State Police processes; lap tops procured, configured, and distributed; technical communications route finalized; troopers being collecting data, product interfaced with new RMS.						

Recommendation: 3 of 4

Add a first-pass check at MSP CJIC to ensure that all crash reports include a narrative and diagram. Continue to stress the need for the narrative and diagram in all crash reporting training provided to law enforcement. **(Section 2-A)**

Deficiency Identified:

Not all traffic crash reports are 100% completed. Inclusion of a narrative and diagram on all reports will assist in achieving complete reports for data quality purposes.

Strategies:

Educate law enforcement agencies on the importance of including narrative and diagrams on all crash reports.

Accomplishments (as of May 2014):

The importance and use of the narrative and diagram is covered in the UD-10 trainings. The UD-10 Trainer encourages law enforcement agencies to make it a policy to submit a narrative and diagram with each and every crash. The Trainer also delves into the importance of a complete and accurate narrative and diagram.

The Electronic Analyst monitors missing narratives and diagrams and notifies an agency when she identifies a concern. She encourages, as well, making it a policy within the agency. With Michigan receiving 93% of our crash data electronically, we feel we have significantly improved in this area.

Project Name	Crash Narrative/Diagram Quality Check
Priority	High
Status	Proposed
Lead Agency	Michigan State Police, Reporting & Analysis Division, Traffic Crash Reporting Section
Project Description/Purpose	Improve the number of narratives and diagrams received with crashes. This effort is especially needed with electronic reporting agencies. Through several avenues, an effort will begin to educate law enforcement agencies on the importance of including a narrative/diagram with the crash report. Educate them on who and how this information is used.
Partners	All Michigan law enforcement agencies
Performance Measure	Completeness
Website	
Project Director	Sydney Smith
Address	333 South Grand Avenue, Lansing, Michigan 48933
Phone	(517) 241-1750
E-mail	Smiths57@michigan.gov
Agency	Michigan State Police – Criminal Justice Information Center
Impact/Results	Without a narrative/diagram, it is very difficult to perform engineering analysis to determine the cause of the crash. In addition, a visual location (diagram) is invaluable to determine the exact point/causation of the crash. With increased submission of a narrative/diagram, more in-depth analysis for decision making on road improvements is possible.
Start	2/1/2010
End	Ongoing
Funding Source	N/A
Cost	N/A
Project Benchmarks	Increased amount of narratives/diagrams received.

Recommendation: 4 of 4

Add the capability to access relevant additional files – such as an image of the crash, crash scene photos, additional narratives, etc. – into a future release of TCRS. **(Section 2-A)**

Deficiency Identified:

There is no current process to provide access to photos, incident reports, or crash reconstruction data for conducting crash related safety analysis.

Strategies:

Develop a process to link this data to the TCRS database or host it in the TCRS database so it can readily be accessed by safety analysis systems.

Accomplishments (as of May 2014):

This recommendation is not identified as a CJIC priority at this time. No progress has been made thus far.

Project Name	TCRS Add-On							
Priority								**Low**
Status	**Proposed**							
Lead Agency	MSP Criminal Justice Information Center (CJIC)							
Project Description/Purpose	Develop a process to access traffic crash relevant files through TCRS – such as crash scene photos, incident narratives, witness statements, and crash reconstruction data.							
Partners	CJIC, MDOT, MDOS, MDCH							
Performance Measure								**Accessibility**
Website	Michigan/gov/msp							
Project Director	Joe Silva							
Address	425 W. Ottawa Street							
Phone	517-335-2975							
E-mail	Silvaj3@michigan.gov							
Agency	Department of Technology, Management, and Budget							
Impact/Results	Crash data will be more complete and accessible to improve data driven decision making and reduce traffic deaths and injuries.							
Start	TBD							
End	TBD							
Funding Source	408 & 405-c Funds							
Cost	$200,000							
Project Benchmarks	Access to crash related relevant files is provided to analysts to improve decision making							

Recommendation identified outside of the Traffic Records Assessment

MMUCC Compliancy

Deficiency Identified:
In relation to Federal Standards (MMUCC), Michigan is 69% compliant in the number of elements (fields) found on the report and 54% compliant in the number of attributes (values) captured.

Strategies:
Convene a multi-disciplinary team to review every element and attribute on the UD-10 crash form and make recommendations for changes and enhancements

Accomplishments (as of May 2014):
Michigan has completed its redesign of the crash report form (UD-10) to increase the number of MMUCC compliant data elements (fields) and attributes (values). The new form will be effective January 1, 2016 and will have 82% compliance with MMUCC data elements and 67% compliance with MMUCC data attributes.

CJIC has received approval from the various law enforcement disciplines (i.e. police, sheriff's, and state police) on the new crash report form. A UD-10 Crash Trainer was hired to provide statewide training on the new UD-10 crash report form. CJIC is also working with electronic crash vendors, paper crash report vendors, crash mapping vendors, and state agency IT staff to prepare all systems for the new crash report processing.

Project Name	UD-10 Crash Report Redesign
Priority	Medium
Status	Active
Lead Agency	OHSP
Project Description/Purpose	Compare our current UD-10 Crash report fields and values in relation to MMUCC standards. Convene the Crash Data User Group (CDUG) to review and agree upon changes/updates and implement where possible/practical.
Partners	CJIC, MSP, MSA, MACP, MDOT, County Road Commission, MPO's, FMCSA, FHWA, NHTSA
Performance Measure	Accuracy, Completeness
Website	CJIC: http://www.michigan.gov/msp/0,1607,7-123-1593_24055-28578--,00.html MMUCC: http://www.mmucc.us/
Project Director	Alicia Sledge
Address	333 South Grand Avenue, Lansing, MI 48933
Phone	517-241-1505
E-mail	sledgea@michigan.gov
Agency	Office of Highway Safety Planning
Impact/Results	Michigan will move closer to being 100% MMUCC compliant and therefore have a more accurate and complete UD-10 crash form. This will provide all data users the ability to better analyze UD-10 information and construct and implement better quality safety solutions.
Start	2/1/09
End	12/31/15
Funding Source	408

Cost	$225,000
Project Benchmarks	This project is multi-phased over a 3 year period: 1. CDUG reviews all fields/values and makes recommendation(s) for changes/updates 2. Approval is obtained from MSP, MACP and MSA to accept changes 3. Changes are incorporated into a redesigned form 4. CDUG reviews redesign form and suggests changes/updates 5. FINAL redesign is presented to MSP, MACP and MSA for comment and approval 6. New UD-10 is produced in paper form and incorporated into electronic systems (ECCS-all vendors) 7. All police agencies/officers are trained on the new UD-10 8. Back-end database changes are made 9. Reports are updated to reflect changes 10. State starts to use new UD-10 on January 1st, 2016

Citation

Recommendation: 1 of 1

Determine, through the TRCC, how best to develop the information available in the Judicial Data Warehouse into a citation tracking system and a DUI tracking system. **(Section 2-E)**

Deficiency Identified:

Unlike the trial courts, law enforcement does not have a centralized application or repository for citations or DUI arrests. The Judicial Data Warehouse (JDW) has the majority of these citations/cases with the exception of those that were never submitted to the court for adjudication. However, absent those few, there may be valuable data to be tracked in the JDW. This would include tracking citations and DUI related information by demographics, jurisdiction, individuals, charges, historical trends and others recognized by the TRCC.

Strategies:

Hire a contractor to facilitate business analysis sessions with TRCC and determine what tracking mechanisms best meet the needs of the strategic plan.

Accomplishments (as of May 2014):

This recommendation is not identified as an SCAO priority at this time. No progress has been made thus far.

Project Name	Discovery of enhanced Citation and DUI tracking reports
Priority	Low
Status	Proposed
Lead Agency	State Court Administrative Office
Project Description/Purpose	Capture and record the requirements of Citations and DUI from the JDW seen beneficial by the TRCC.
Partners	CJIC, MSP, MDOS, DCH
Performance Measure	Integration
Website	N/A
Project Director	Mark Dobek
Address	925 W. Ottawa
Phone	517-373-8978
E-mail	dobekm@courts.mi.gov
Agency	State Court Administrative Office
Impact/Results	Programming Specifications for tracking mechanisms
Start	Not identified as a priority at this time
End	N/A
Funding Source	408
Cost	$25,600 ($160 X 160 hours)
Project Benchmarks	Development of a TRCC Business Use Case for Citations and DUI tracking

Vehicle/Driver

Recommendation: 1 of 1
System Upgrade

Deficiency Identified:
Outdated batch processing and lack of customer-centric structure.

Strategies:
Implement the system upgrade plan, and create an action plan to identify additional funding sources for additional system enhancements.

Accomplishments (as of May 2014):
The Michigan Department of State (DOS) undertook a multi-year Business Application Modernization (BAM) development project to reengineer and redesign business processes and technical infrastructure. Development of the image retrieval application and the ability to share images with MSP was completed. MSP may share images with others as allowed by Michigan's Motor Vehicle Code (MVC).

Project Name	Business Application Modernization (BAM)
Priority	High
Status	Completed
Lead Agency	MDOS
Project Description/Purpose	System upgrade for driver and vehicle records.
Partners	MDIT, vendor
Performance Measure	Timeliness; Accuracy; Completeness
Website	
Project Director	John Harris
Address	7064 Crowner Dr., Lansing, MI 48918
Phone	517-322-1553
E-mail	Harrisj2@michigan.gov
Agency	Michigan Department of State
Impact/Results	Driver and vehicle data will be collected electronically with improved accuracy, speed, and completeness.
Start	Ongoing
End	Fall 2010
Funding Source	State legislature and some federal grant funding.
Cost	High
Project Benchmarks	Data migration to new platform and begin new customer-centric, real-time processing.

Injury Surveillance System Components

Recommendation: 1 of 3

Invite a representative from the Michigan Health and Hospital Association to become a member of the TRCC. **(Section 2-F)**

Deficiency Identified:

Lack of representation from all disciplines on the TRCC

Strategies:

Invite a representative from the Michigan Health and Hospital Association (MHA) to become a member of the TRCC

Accomplishments (as of May 2014):

It was determined to be unnecessary to have a standing representative of the MHA on the TRCC. Instead, we will invite the MHA to participate on traffic records projects as needed.

Project Name	TRCC Expansion of Members
Priority	Medium
Status	Proposed
Lead Agency	Department of Community Health
Project Description/Purpose	Meet with the Michigan Health and Hospital Association to determine if they would like to become a member of the TRCC.
Partners	Michigan Health and Hospital Association, MDCH
Performance Measure	Integration
Website	N/A
Project Director	Marvin Helmker
Address	201 Townsend Street, Lansing, MI 48913
Phone	517-241-3024
E-mail	helmkerm1@michigan.gov
Agency	Department of Community Health, EMS and Trauma Systems
Impact/Results	Integration of additional partners
Start	6/1/10
End	9/30/10
Funding Source	N/A
Cost	N/A
Project Benchmarks	Attendance at TRCC meetings by a MHHA Representative

Recommendation: 2 of 3

Establish a data set through the integration of crash, EMS and hospital discharge data to enhance problem identification and program analysis efforts. **(Section 2-F)**

Deficiency Identified:

Currently we have a crash data system, an EMS information system, and hospital discharge data that are not integrated.

Strategies:

Establish a common data set to link crash, EMS and hospital discharge data.

Accomplishments (as of May 2014):

An IT contractor was hired to review the traffic records data elements used by the various TRCC state agencies. The contractor developed a roadmap document identifying the data elements which may useful in efforts to integrate the traffic records data amongst the agencies. A Data Linkage Workgroup also developed a list of short, mid, and long-term projects in which data integration would be beneficial. We are currently in the process of working with an IT Project Manager to facilitate the implementation process for these data linkage projects.

Project Name	CODES
Priority	High
Status	Proposed
Lead Agency	MDCH/OHSP
Project Description/Purpose	Establish an automated Data Linkage System with EMS and Crash data
Partners	MHHA, MDCH, MSP
Performance Measure	Integration
Website	N/A
Project Director	Marvin Helmker
Address	201 Townsend Street, Lansing, MI 48913
Phone	517-241-3024
E-mail	helmkerm1@michigan.gov
Agency	Department of Community Health, EMS & Trauma Systems
Impact/Results	Linkage of specific data systems
Start	10/1/12
End	TBD
Funding Source	408 & 405-c funding
Cost	$60,000
Project Benchmarks	Linkage of EMS and Crash data

Recommendation: 3 of 3

Develop a data sharing agreement between OHSP (MSP) and MDCH to facilitate collection of death certificate data needed for inclusion in FARS. **(Section 2-F)**

Deficiency Identified:

The process for obtaining prompt death certificate data from MDCH needs to be improved.

Strategies:

Work with MDCH to develop a plan to provide more prompt death certificate data to CJIC.

Accomplishments (as of May 2014):

The first phase of access to the death certificate data has recently been completed. The data is being looked up through the Judicial Data Warehouse (JDW) system as they already house the death information from MDCH.

The reason for a second phase is that we are not getting all the fields we need as they are not currently imported. A request has been sent to MDCH to add the additional fields we need so we can capture all the death certificate information needed for FARS.

No charges were billed for the creation of this special search screen for FARS analysts. The JDW vendor did this in partnership with another state agency, MSP. At some point, there may still be charges from MDCH until the second phase is completed.

Project Name	Web access to MDCH death certificate data
Priority	High
Status	Active
Lead Agency	Michigan State Police, Reporting & Analysis Division, Traffic Crash Reporting Section
Project Description/Purpose	Gain web access to death certificates through the MDCH to review death certificate data more timely and eliminate manual efforts.
Partners	OHSP, State Services Bureau, and MDCH
Performance Measure	Timeliness
Website	N/A
Project Director	Sydney Smith
Address	333 South Grand Avenue, Lansing, Michigan 48913
Phone	(517) 241-1750
E-mail	smiths57@michigan.gov
Agency	Michigan State Police – Criminal Justice Information Center
Impact/Results	
Start	1/1/2009
End	Ongoing
Funding Source	TBD
Cost	TBD
Project Benchmarks	MSP will have web access to death certificate data

Recommendation identified outside of the Traffic Records Assessment

Roadway

Recommendation: 1 of 2

Design and commit to a consistent and complete data collection procedure for road features on the State system, including more discrete roadway data segmentation. **(Section 2-B)**

Deficiency Identified: Roadway data and traffic volumes are critical to roadway agencies to conduct system wide crash analysis of their roadways and any prediction of performance in relationship to crashes. While data may be available if may not be in the format or as discrete, as necessary, to be valid in an analysis.

MDOT's efforts are focused on data issues relative to rolling out the first version of SafetyAnalyst. SafetyAnalyst is a set of software tools under development by the Federal Highway Administration to help State and local highway agencies advance their programming of site-specific safety improvements. These software tools will incorporate state-of-the-art approaches to safety management to guide the decision making process on safety improvement needs and a system wide program of improvement projects. To support such a robust set of software tools discrete sets of roadway data is required. MDOT's efforts are to determine the validly of existing data sets and what revisions would be required to utilize SafetyAnalyst at an acceptable level.

In the course of attempting to access and utilize Traffic and Safety data for safety analysis, including SafetyAnalyst, MDOT has confirmed issues with: data integrity; outdated data collection, management, and referencing in Traffic and Safety business areas. Some of these are not critical to operating SafetyAnalyst, but their integration could enhance our safety analysis capabilities.

Strategies: Efforts are in the following areas:

- Redoing/updating the freeway interchange data inventory to meet the needs of SafetyAnalyst and other MDOT safety analysis.

- Development of an initial state trunkline driveway database.

- Review and validation of several data items currently found in the MDOT sufficiency file for use in SafetyAnalyst. If, after detailed inspection and verification of the data attributes, we will begin collecting those items (with our standards and definitions) that are not adequate in Sufficiency, or not in Sufficiency.

- Integration of various Traffic and Safety databases, including bringing several MDOT databases based on MDOT's Control Section referencing system (i.e. signals files) to the statewide standard reference system (FRAMEWORK).

- Initial traffic volume information for use in SafetyAnalyst including: development of ADT's for ramps from recent MDOT ramp counts and development of estimates for local road ADT's at intersections with trunklines. Both of these values are gradually being replaced by a now established cyclical data collection process.

- Development of a MDOT Enterprise Asset Management System (EAMS) and Performance Basic Operating System (PBOS) is currently in place to better utilize data collected.

Beyond the initial effort of rolling out the first version of SafetyAnalyst MDOT will be evaluating the feasibility and methods to collect additional roadway data items for future versions of SafetyAnalyst. The first data item will be horizontal curve information. This information will provide MDOT with improved analysis of run off the roadway crashes on rural non-freeway roadways and evaluate existing traffic signs for these locations.

Project Name	SafetyAnalyst Verification and Loading – Version 1.0
Priority	**High**
Status	**Active**
Lead Agency	Michigan Department of Transportation
Project Description/Purpose	Data verification, integrity check and loading for rollout of SafetyAnalyst, version 1.0
Partners	Federal Highway Administration, American Association of Highway and Transportation Officials
Performance Measure	**Accuracy**
Website	www.safetyanalyst.org
Project Director	Mark Bott
Address	425 W. Ottawa Street, P.O. Box 30050, Lansing, MI 48909
Phone	517-335-2625
E-mail	bottm@michigan.gov
Agency	Michigan Department of Transportation
Impact/Results	Michigan will join other states in utilizing state of the art analytical crash analysis tools
Start	6/1/2009
End	6/1/2011
Funding Source	MDOT
Cost	$75,000
Project Benchmarks	MDOT will utilize SafetyAnalyst for Safety Management

Recommendation: 2of 2

(State recommendation - not identified as part of the assessment recommendations)

Deficiency Identified:

Horizontal Curve Information Collection

Strategy

Collect horizontal curve information (degree of curve, grade, cross slope) as part of MDOT's pavement data collection effort.

Accomplishments (as of May 2014):

Michigan developed a Horizontal Curve File of data elements including degree of curve, curve direction (i.e., left or right in the direction of inventory), and length of curve.

Project Name	Collection of Horizontal Curve Information
Priority	**Medium**
Status	**Proposed**
Lead Agency	Michigan Department of Transportation
Project Description/Purpose	Collect horizontal curve information (degree of curve, grade, cross slope) as part of MDOT's pavement data collection effort.
Partners	Pavement Data
Performance Measure	**Accuracy**
Website	
Project Director	Mark Bott
Address	425 W. Ottawa Street, P.O. Box 30050, Lansing, MI 48909
Phone	517-335-2625
E-mail	bottm@michigan.gov
Agency	Michigan Department of Transportation
Impact/Results	Michigan will create a state trunkline horizontal curve data base to utilize for crash analysis and upgrade traffic signing to reflect roadway geometrics
Start	6/1/2011
End	6/1/2013
Funding Source	MDOT
Cost	$100,000

TRCC

Recommendation: 1 of 1

Include local law enforcement and traffic engineers, and potentially private sector interests in the full TRCC membership, to ensure that all stakeholders are adequately represented in the State's traffic record decision-making. **(Section 1-A)**

Deficiency Identified:

There is not representation on the TRCC from all traffic safety disciplines

Strategies:

Reach out to those traffic safety partners that are not currently included/involved within the TRCC

Accomplishments (as of May 2014):

Michigan has worked to include various traffic safety disciplines on the TRCC, as well as its supporting workgroups - i.e. Crash Process Redesign (CPR) group and the Crash Data Users Group (CDUG). Representatives for law enforcement, engineers, IT professionals, driver/vehicle records, courts, etc… are included in the traffic records network.

Project Name	Increase TRCC Membership
Priority	Low
Status	Planned
Lead Agency	OHSP
Project Description/Purpose	Contact various traffic safety partners and invite them to be an active participant in the TRCC. This would include but is not limited to: Local Law Enforcement, Local traffic engineers, Road Commission(s), MPO's and information technology professionals
Partners	OHSP, MDCH, MDOT, MSP, MDOS, MDIT
Performance Measure	Integration
Website	http://www.michigan.gov/msp/0,1607,7-123-1593_3504_41646-145631--,00.html
Project Director	Alicia Sledge
Address	333 South Grand Avenue, Lansing, MI 48933
Phone	517-241-1505
E-mail	sledgea@michigan.gov
Agency	Office of Highway Safety Planning
Impact/Results	The TRCC will be more complete and better represented across all areas
Start	On-going
End	On-going
Funding Source	N/A
Cost	N/A
Project Benchmarks	TRCC has better representation from all traffic safety disciplines and partners

MISC

Recommendation: 1 of 3

Data Integration

Develop additional linked data sets including merged data for crashes and injury surveillance information and merged data for crashes and citations. **(Section 1-C)**

Deficiency Identified:

There is not a systematic process or method to analyze traffic crash data across multiple disciplines.

Strategies:

- Develop a 'road map' that will provide the state the technical plan to link various traffic records databases to each other
- Implement the plan (long term)

Accomplishments (as of May 2014):

A 'road map' was developed and delivered to the state TRCC in April 2013 providing details identifying linkable data elements and on how to systematically link traffic records databases/systems. A Data Linkage Workgroup also developed a list of short, mid, and long-term projects in which data integration would be beneficial. We are currently in the process of working with an IT Project Manager to facilitate the implementation process for these data linkage projects.

Project Name	Data Linkage
Priority	High
Status	Active
Lead Agency	OHSP
Project Description/Purpose	Hire a consultant to create a 'Road Map' that outlines how to systematically link various traffic record databases (Crash, JDW, EMS, Driver, Vehicle, Roadway) This will allow the state to analyze data across traffic records disciplines and create and implement enhancement safety programs.
Partners	OHSP, CJIC, MSP, MDOS, MDOT, MDCH, SCAO
Performance Measure	Integration
Website	N/A
Project Director	Alicia Sledge
Address	333 South Grand Avenue, Lansing, MI 48933
Phone	517-241-1505
E-mail	sledgea@michigan.gov
Agency	Office of Highway Safety Planning
Impact/Results	The state will be able to analyze data across traffic records disciplines and create and implement enhancement safety programs
Start	10/1/11
End	Long-term
Funding Source	408
Cost	$27,000
Project Benchmarks	A 'road map' was developed and delivered to the state TRCC in April 2013 providing details identifying linkable data elements and on how to systematically link traffic records databases/systems

Recommendation: 2 of 3

Access Analytic Resources

Create public use data utilities for components of the traffic records system akin to the Michigan Traffic Crash Facts website and data repository. **(Section 1-D)**

Deficiency Identified:

There does not exist a single location/website where a user can obtain all the various traffic records data/information

Strategies:

- Develop a 'road map' that will provide the state the technical plan to link various traffic records databases to each other
- Implement the plan (long term)

Accomplishments (as of May 2014):

A 'road map' was developed and delivered to the state TRCC in April 2013 providing details identifying linkable data elements and on how to systematically link traffic records databases/systems. A Data Linkage Workgroup also developed a list of short, mid, and long-term projects in which data integration would be beneficial. We are currently in the process of working with an IT Project Manager to facilitate the implementation process for these data linkage projects.

Project Name	Public Data Access							
Priority				Medium				
Status	Proposed							
Lead Agency	OHSP							
Project Description/Purpose	Create public use data utilities for components of the traffic records system akin to the Michigan Traffic Crash Facts website and data repository.							
Partners	OHSP, CJIC, MSP, MDOS, MDOT, MDCH, SCAO							
Performance Measure								Accessibility
Website	TBD							
Project Director	Alicia Sledge							
Address	333 South Grand Avenue, Lansing, MI 48933							
Phone	517-241-1505							
E-mail	sledgea@michigan.gov							
Agency	Office of Highway Safety Planning							
Impact/Results	Users are able to access key traffic safety data							
Start	10/1/13							
End	TBD							
Funding Source	405-c funding							
Cost	TBD							
Project Benchmarks	Users are able to access key traffic safety data							

Recommendation: 3 of 3

Strategic Planning

Acquire and maintain a project management system and continually monitor and report on project activities including the 408 and 405-c grant programs. **(Section 1-B)**

Deficiency Identified:

There does not exist a central project management system to monitor and report on the traffic records project/activities

Strategies:

- Convene the TRCC a minimum of 4 times per year
- Ensure each agency provides an update on their project(s) at each meeting
- Communicate 2 times per year the on-going projects/activities to the GTSAC
- Maintain a TRCC webpage that houses meeting information, strategic plans, updates…etc.

Accomplishments (as of May 2014):

The TRCC has established a quarterly meeting scheduled, based on sufficient agenda topics. Each participating TRCC agency is allowed the opportunity to update on their current traffic records projects. The GTSAC has revised its Action Team report out schedule. Instead of the TRCC reporting twice a year, the Action Teams provide reports when necessary action is required from the GTSAC. However, a GTSAC webpage has been developed with information on the various Action Teams, including TRCC, meetings, strategic plans, etc…

Project Name	Traffic Records Communication
Priority	Medium
Status	Active
Lead Agency	OHSP
Project Description/Purpose	Through regular TRCC meetings, ensure communications at both the TRCC and traffic safety partner level are on-going and consistent.
Partners	CJIC, MSP, MSA, MACP, MDOT, County Road Commission, MPO's, FMCSA, FHWA, NHTSA
Performance Measure	Accessibility
Website	http://www.michigan.gov/msp/0,1607,7-123-1593_3504_41646---,00.html
Project Director	Alicia Sledge
Address	333 South Grand Avenue, Lansing, MI 48933
Phone	517-241-1505
E-mail	sledgea@michigan.gov
Agency	Office of Highway Safety Planning
Impact/Results	TRCC activities are monitored and reported to all traffic safety partners
Start	On-going
End	On-going
Funding Source	N/A
Cost	N/A
Project Benchmarks	

FY2015 Traffic Records Priority Projects

Project Name	Area	Funding Amount
TCRS Modernization w/UD-10 Revision	Crash	$875,000*
Traffic Records Data Linkages Project	All	$100,000*
UD-10 Training	Crash	$75,000
TCMS Mapping/Locating Interface	Crash	$200,000
Occupant Kinematics for the Traffic Crash Reconstructionist Training	Crash	$20,000
EMS Crash Data Analysis	EMS	$100,000
UD-10 Paper Processing	Crash	$75,000
	TOTAL	**$1,445,000**

(*The TCRS and Data Linkage projects are multi-year projects which were previously approved by the TRCC in FY13 & FY14. The totals listed above reflect the funding amounts requested for FY15 only.)

Project Title:
TCRS Modernization – UD10 Redesign

Which emphasis area will this project address?
(i.e. Crash, Citation, Vehicle/Driver, EMS & Trauma Data, Roadway, TRCC, or MISC)
Crash

Background/Problem Statement

1. The current crash system (TCRS) is a client/server application written in a sunset technology (PowerBuilder) that needs to be upgraded to an enterprise approved/supported technology.
2. The Crash Report form (UD-10 form) is significantly out-of-date in conforming to the federal standards - Model Minimum Uniform Crash Criteria (MMUCC).

This project would be a continuation of the project that was granted in the FY13 and FY14 Call for Projects. As of April 3, 2014, the FY13 and FY14 projects have completed the following tasks:

1. The UD-10 Form, UD-10 Guide, and Electronic Crash Certification Guide have been revised and published.
2. All vendors have been engaged and are aware testing will begin on January 1, 2015.
3. Construction has started to build the TCRS application to a .NET platform. Modules will be released throughout the year and into 2015, with user testing being completed after each release.
4. Module 1 user testing was completed April 2, 2014.

Impact Statement (What will happen if we do not have this program?)

1. The TCRS Client/Server application will be at risk starting January 1, 2016, when it will no longer be supported by DTMB.
2. Potential grant funding may be withheld by the National Highway Traffic Safety Administration (NHTSA) for traffic records improvement.

How will this strategy be achieved?

1. Year 1 (FY13): Redesign the UD10 form with participation by the Crash Data Users Group (CDUG) and representatives from MSA/MACP/MSP.
2. Year 2 (FY14): Redesign and start building the TCRS application to a .NET platform.
3. Year 3 (FY15): Continue building the TCRS application and work with electronic vendors through the certification process of their upgraded software.
4. Year 4 (FY16): Complete the project and implement the revised UD-10 form on January 1, 2016.

Funding Amount Recommendation

- FY13 - Year 1: $678,200
- FY14 - Year 2: $875,000
- FY15 - Year 3: $875,000
- FY16 - Year 4: $150,000

Contact person for this project (name, agency, phone, email)

Joe Silva, IT Project Coordinator
MDOT, MDOS, DTMB IT Program Management Office
Email: silvaj3@michigan.gov
Phone: (517) 335-2975

Project Title:
Traffic Records Data Linkage Project

Which emphasis area will this project address?
(i.e. Crash, Citation, Vehicle/Driver, EMS & Trauma Data, Roadway, TRCC, or MISC)
ALL

Background/Problem Statement:
Based on the 2009 NHTSA assessment and recommendations, the TRCC recognized the data linkages project was a priority and allocated federal funding in FY12 - FY13 to develop a roadmap for data integration and linkages. The Data Linkage roadmap document was completed and presented to the TRCC in FY13. The Data Linkage Workgroup prioritized a list of traffic records data linkage projects to be implemented over several years.

In FY2014, funding was allocated to begin implementation of the short-term items on the project list. The funding requested was allocated for DTMB contractual costs to bring on a Project Manager to facilitate development of the various data linkage projects. The funding would also support software development, testing and implementation of data linkages between the appropriate traffic records databases.

This proposal is requesting FY15 funding to continue with development and implementation of the data linkage project as described above.

Impact Statement (What will happen if funding is not provided for this program?)
If funding is not provided for this project, Michigan's traffic records databases will continue to operate in individual silos. This results in inefficient, delayed, and sometimes non-existent sharing of necessary traffic records to assist in problem identification of Michigan's traffic safety problems. Not going forward with the development of the data linkages project would also be a waste of funding already allocated for this purpose. The TRCC would also need to justify to NHTSA why this Traffic Records Assessment recommendation is not being addressed.

How will this strategy be achieved?
The DTMB Project Manager and the Data Linkage Workgroup will work to develop and implement traffic records data sharing solutions amongst the various state agencies.

Requested Funding Amount: (provide budget breakdown – personnel; contractual costs; supplies/operating; equipment; and indirect costs, etc…)
$100,000 for DTMB contractual costs

Contact person for this project (name, agency, phone, email)
Alicia Sledge
Office of Highway Safety Planning
(517) 241-1505
sledgea@michigan.gov

Project Title:
UD-10 Training

Which emphasis area will this project address?
(i.e. Crash, Citation, Vehicle/Driver, EMS & Trauma Data, Roadway, TRCC, or MISC)
Crash

Background/Problem Statement:
MSP/CJIC/Crash Section is funding a UD-10 Trainer position. The UD-10 Trainer will need to provide training, in various mediums, to law enforcement agencies on the current UD-10 crash form, as well as on the revisions that will be made effective January 1, 2016.

The UD-10 Trainer will also provide specialized crash trainings to our traffic safety partners (i.e., MDOT, FHWA, NHTSA, FMCSA, TSC's, CRC's, etc.).

This project would be a continuation of the project that was granted in the FY14 Call for Projects. As of April 3, 2014, the FY14 project has completed the following tasks:

1. Purchased 1,000 USB Flash Drives (loaded with UD-10 Manual, UD-10 Guide, Draft of Revised UD-10 Form and UD-10 Guide, etc.) - $6,200.00
2. Purchased 500 Brochures (created for law enforcement personnel to promote what the Traffic Crash Reporting Unit can offer, including the UD-10 training) - $900.00
3. UD-10 Trainer has conducted the following trainings: 3 Recruit Schools, 3 Motor Carrier In-Service Schools, 3 Officer, 1 Supervisor, 1 Civilian, 1 MDOT, and 1 Session at the Traffic Records Safety Summit for a total of just under 440 attendees.

Impact Statement (What will happen if funding is not provided for this program?)
The necessary UD-10 training for the crash form revisions will be limited and will not be as diversified as needed. The entire UD-10 training program will be limited as well.

How will this strategy be achieved?
By diversifying the UD-10 revision training into various mediums (i.e., MI-Train, podcasts, webinars, etc.), we can reach out to agencies sooner and be able to provide highlights of the exact revisions.

Requested Funding Amount: (provide budget breakdown – personnel; contractual costs; supplies/operating; equipment; and indirect costs, etc…)

Supplies	$65,000
Conference	$ 5,000
Equipment	$ 5,000
TOTAL	**$75,000**

Contact person for this project (name, agency, phone, email)
Sydney Smith, MSP/CJIC, (517) 241-1750, smiths57@michigan.gov

Project Title:
TCMS Mapping-Locating Interface

Which emphasis area will this project address?
(i.e. Crash, Citation, Vehicle/Driver, EMS & Trauma Data, Roadway, TRCC, or MISC)
Crash

Background/Problem Statement:
Currently, the Traffic Crash Reporting System (TCRS) attempts to locate crashes based on the officer's description. If the system cannot locate the crash, the Crash Unit technicians must locate the crashes manually. These methods leave room for inaccurate data and human error.

A proposal was submitted by a CDUG sub-group to the TRCC in April 2013 to Improve the Crash Location Information on UD-10's. This proposal outlined a MGF GIS Mapping System (MSP). This call for a project will follow this solution by creating a user interface for the vendors to integrate with their e-crash software programs. The officer could then point and click on a crash location and the exact geographic data would be uploaded to the TCRS, ensuring accurate location data is collected each time.

This project would be a continuation of the project that was granted in the FY14 Call for Projects. As of April 3, 2014, the FY14 project has completed the following tasks:
1. A vendor has been engaged to participate in requirements gathering and to pilot the interface.
2. The Center for Shared Solutions (CSS) has been engaged to request their participation and assistance with the requirements gathering and development of an interface.

Impact Statement (What will happen if funding is not provided for this program?)
The location data within TCRS will continue to be located in the same manner today, allowing for officer and crash unit technician errors.

How will this strategy be achieved?
1. A user interface would be created, either a downsized TCMS or app designed by CSS.
2. Law enforcement will be requested to participate in the requirements gathering to ensure the design and functionality is user friendly.
3. Requirements would be created from the meetings.
4. The solution documented in the requirements will be created.
5. A vendor would be engaged to pilot the tool by integrating into their e-crash software program.
6. A law enforcement agency would be engaged to pilot the tool and conduct testing.
7. Recommendations for 'next steps' will be created based on the testing results.
8. If the findings merits moving forward with other vendors, then encourage the vendors to adopt the module by providing 'incentive' funds (this would be a set amount across the board - $15,000).

Requested Funding Amount: (provide budget breakdown – personnel; contractual costs; supplies/operating; equipment; and indirect costs, etc…)
$200,000 (State contractual staff, Vendor staff, Vendor Incentive funds, CSS staff, Training materials)

Contact person for this project (name, agency, phone, email)
Sydney Smith, MSP/CJIC, (517) 241-1750, smiths57@michigan.gov

Project Title:
Occupant Kinematics for the Traffic Crash Reconstructionist Training

Which emphasis area will this project address?
(i.e. Crash, Citation, Vehicle/Driver, EMS & Trauma Data, Roadway, TRCC, or MISC)
Crash

Background/Problem Statement:
Completeness of traffic records is a critical component of model traffic records systems. Education on the accurate reporting of traffic crash evidence helps to improve the crash data submitted by law enforcement agencies, which in turn results in better problem identification for traffic safety program planning.

This training teaches crash reconstructionists how to recognize and interpret traffic crash evidence as it relates to occupant seating positions, and injury and restraint use data. The training will also consist of:

- how to determine the occupant movement from the crash damage and subsequent injuries that resulted
- illustrate the basics of occupant movement and teach how to ascertain the direction of movement during a collision
- how to determine occupant seating positions and safety belt usage
- examine the significance of airbag and other restraint deployments
- how to read medical records and autopsy reports to understand how they relate to the crash investigation

Impact Statement (What will happen if funding is not provided for this program?)
This national training program may not be available for presentation to Michigan law enforcement agencies without funding support. This would result in up to sixty (60) of Michigan traffic crash reconstructionists not receiving continuing education to improve their traffic crash reporting knowledge and accident reconstruction skillset.

How will this strategy be achieved?
This strategy would be achieved by working with the Traffic Improvement Association of Michigan to coordinate up to two training courses conducted by the Institute of Police Technology and Management (IPTM).

Requested Funding Amount: (provide budget breakdown – personnel; contractual costs; supplies/operating; equipment; and indirect costs, etc…)
$20,000

Contact person for this project (name, agency, phone, email)
Alicia Sledge, MSP-OHSP, (517) 241-1505, sledgea@michigan.gov

Project Title: EMS Data Analysis

Which emphasis area will this project address?
(i.e. Crash, Citation, Vehicle/Driver, EMS & Trauma Data, Roadway, TRCC, or MISC)
EMS Crash Data

Background/Problem Statement:
This project will address the analysis of EMS and Trauma data relative to traffic crashes in Michigan. The State of Michigan EMS and Trauma Systems section has collected data from EMS agencies for the past 4-5 years. A large amount of data has been collected during this period; however, the data remains unanalyzed due to a lack of funding to accomplish this task.

Impact Statement (What will happen if funding is not provided for this program?)
If EMS crash data remains unanalyzed, opportunities to obtain valuable information for use in future traffic safety initiatives will be lost.

How will this strategy be achieved?
This strategy would be achieved through a contracted evaluator to retrieve and analyze EMS data with a focus directed toward traffic crashes and associated factors (locations of crashes, types of injuries sustained, safety of emergency responders, etc.)

Requested Funding Amount: (provide budget breakdown – personnel; contractual costs; supplies/operating; equipment; and indirect costs, etc…)
$100,000 to support a contracted evaluator position.

Contact person for this project (name, agency, phone, email)
Marvin Helmker, Manager
EMS Section, MDCH
517 241-3024
Helmkerm1@michigan.gov

Project Title:
UD-10 Paper Processing

Which emphasis area will this project address?
(i.e. Crash, Citation, Vehicle/Driver, EMS & Trauma Data, Roadway, TRCC, or MISC)
Crash

Background/Problem Statement:
The MSP/CJIC/Traffic Crash Reporting Unit has launched a multi-year project to modernize the crash database, as well as revise the crash form (UD-10). This project has identified the need to change the way we currently process paper crashes.

This project would be a continuation of the project that was granted in FY14. The goal was to have this project completed with the FY14 grant; however, because the vendor was not pre-approved by the State of Michigan, the project encountered delays working through the DTMB process. A solution has been discovered and a contract will be in place soon.

Impact Statement (What will happen if funding is not provided for this program?)
The paper processing will remain as it is today, without enhancements and efficiencies gained with advanced technology.

How will this strategy be achieved?
The vendor will be secured to make changes to the current software templates to allow for the processing of the revised UD-10 paper form.

Requested Funding Amount: (provide budget breakdown – personnel; contractual costs; supplies/operating; equipment; and indirect costs, etc…)
A contract has not been established yet, so this cannot be broken down at this time.
$75,000

Contact person for this project (name, agency, phone, email)
Sydney Smith, MSP/CJIC, (517) 241-1750, smiths57@michigan.gov

Appendix A

TRCC Charter

Mission
Improve the quality, timeliness and availability of crash related data, information and systems to enable stakeholders and partners to identify and resolve traffic safety issues

General Information

1. Include representatives from highway safety, highway infrastructure, law enforcement and adjudication, public health, injury control, and motor vehicle and driver licensing agencies, and motor carrier agencies.

2. The TRCC is an Action Team located under the Governors Traffic Safety Advisory Commission (GTSAC).

3. Provide a forum for the discussion of highway safety data and traffic records issues and report on any such issues to the agencies and organizations in the State that create, maintain, and use highway safety data and traffic records.

4. Consider and coordinate the views of organizations in the State that are involved in the administration, collection, and use of highway safety data and traffic records systems.

5. Represent the interest of the agencies and organizations within the traffic records system to outside organizations.

6. Review and evaluate new technologies to keep the highway safety data and traffic records systems up-to-date.

7. Facilitate and coordinate the linkage of systems within the state, such as systems that contain crash related medical and economic data with traffic crash data.

8. Form sub-committees and action teams as appropriate.

9. The TRCC will not adopt any formal policy or rules intended to impose authority on any group, agency or individual.

10. Within the TRCC there shall exist an 'Executive Committee'.

11. The TRCC Chair may keep the GTSAC apprised of TRCC activity, projects and/or accomplishments through reports at periodic GTSAC meetings.

12. Create and monitor a Traffic Records System Strategic Plan that:
    - ❖ addresses existing deficiencies in a State's highway safety data and traffic records system
    - ❖ specifies how deficiencies in the system were identified
    - ❖ prioritizes the needs and set goals for improving the system
    - ❖ identifies performance-based measures by which progress toward those goals will be determined
    - ❖ specifies how the State will use section 408, 405-c and other funds of the State to address the needs and goals identified in its Strategic Plan.

Executive Committee

The 'Executive Committee' will be comprised of:

- ➢ Michigan Department of State Police
- ➢ Michigan Department of State
- ➢ Michigan Department of Transportation
- ➢ Michigan Department of Community Health
- ➢ Michigan State Courts Administration Office
- ➢ Michigan Office of Highway Safety Planning
- ➢ Michigan Department of Technology, Management, & Budget

Each member shall have the authority to authorize changes of/expend agency funds to support the Michigan Traffic Records System.

The Executive Committee shall appoint a committee chair on an annual basis who will serve as chair for both the Executive Committee and the general TRCC body.

Appendix B

2009 Traffic Records Assessment –Executive Summary

Upon request by the Office of Highway Safety Planning (OHSP) within the Michigan State Police (MSP), the National Highway Traffic Safety Administration (NHTSA) assembled a team to conduct a traffic records assessment. Concurrently the OHSP carried out the necessary logistical and administrative steps in preparation for the onsite assessment. A team of professionals with backgrounds and expertise in the several component areas of traffic records data systems (crash, driver, vehicle, roadway, citation and adjudication, and injury surveillance) conducted the assessment October 26 to 30, 2009.

The scope of this assessment covered all of the components of a traffic records system. The purpose was to determine whether the traffic records system in Michigan is capable of supporting management's needs to identify the State's safety problems, to manage the countermeasures applied to reduce or eliminate those problems, and to evaluate those programs for their effectiveness.

Background

A similar assessment was conducted in 2004 that offered a number of recommendations to improve the State's traffic records system. The State has made considerable progress since that time, some of which is briefly acknowledged below.

In 2004, the State had begun an electronic crash data collection initiative; as of this report about 17 percent of the crash reports are sent electronically, with 25 percent expected by the end of 2009. The 2004 report noted that the State had established a web-based query tool for retrieval and analysis of crash data, but was available for law enforcement agency access only; access has now been extended to the broader highway safety community and includes the ability to generate crash-, vehicle-, and person-specific data tables – this has received high praise from many users encountered during the assessment.

The State has made progress in its development of a statewide repository for citation data. Until recently, collection of statewide data on citations was inhibited by the number of non-standard case management systems (CMSs) throughout the courts; the State has since created a Judicial Data Warehouse (JDW) and is installing a common CMS to allow uploading data to the JDW.

Over the past five years the State has developed a uniform EMS run report form and a central repository for the electronic submission of pre-hospital data; the State is now receiving data from nearly half of the 800 EMS agencies.

The Department of State (DOS) is currently testing a new driver and vehicle system in a Business Application Modernization (BAM) project and expects to become operational in June 2010.

However, some issues still remain regarding the ability of the present traffic records system to support Michigan's management of its highway safety programs. These are included in the summary below and the full report that follows.

Crash Records

The Michigan State Police (MSP), Criminal Justice Information Center (CJIC) is statutorily responsible for maintaining the State central repository for crash records, the Traffic Crash Reporting System (TCRS). Over 600 Michigan law enforcement agencies submit crash reports, both on paper forms and electronically, resulting in more than 300,000 crash reports annually.

In the past five years the entire crash system has been updated via a project called Crash Process Redesign (CPR). System changes have included but are not limited to: ability to accept crash reports electronically, development of a web-based crash reporting tool, improved processing efficiencies at CJIC, and improvements in crash locating.

MSP created a Vendor/Agency certification guide and testing criteria to assist vendors and agencies in developing the edits and criteria required for submitting data electronically regardless of the field data collection tool or an agency's records management system.

The State began a project to "Encourage and Assist Other Records Management System (RMS) Vendors to Develop an Electronic Crash Reporting Mechanism that will Interface with the State System." The first Electronic Crash Collection and Submission Initiative (ECCS 1) brought on the 43 agencies that were regularly submitting crashes and had met the certification requirements.

ECCS 2 followed in late 2008 with five local agencies and five county consortiums. ECCS 2 anticipates an additional 124 agencies will be submitting electronic crash data by late 2009. As of this report, 196 law enforcement agencies are sending crash reports electronically, comprising about 17 percent of all crash reports. By the end of 2009, the State expects that percentage to reach 25 percent, and 50 percent by the end of 2010.

It must be noted that the State's crash data quality control process is the most comprehensive that the team has encountered anywhere. It measures all of the standard attributes of quality data such as timeliness, completeness, and accuracy. The system routinely and automatically produces tables showing these measurements. This allows the database managers to constantly monitor the quality of crash reporting by the law enforcement agencies and to take corrective action immediately, resulting in better quality data for users throughout the highway safety community. Users have almost universally praised the improvement in the accuracy and timeliness of the crash data. It truly is a model for other States to copy.

Citation and Adjudication Records

In 2005, the Judicial Data Warehouse (JDW) was created to be a centralized repository of court records to allow sharing of information and the collection of statistical data. However, this effort was complicated by the use of many different case management systems throughout Michigan's 255 trial courts. These systems did not enable courts to share or access case information from other courts or State agencies or to interface with the JDW.

The State Court Administrative Office (SCAO) consequently began to enable all courts to allow uploading case data to the JDW. The JDW extracts case data from the courts' case management systems and places it on one common platform. Court personnel have the ability to search the JDW to find a person known to the Michigan Judicial System and all cases in which he/she is involved. In the JDW, data from the various court systems are transformed to a standard format allowing all users to understand the data without regard to a specific county or court system.

By the end of 2013, 81 of 83 counties and 242 of 255 trial courts were uploading information/citations weekly to the JDW. The remaining 13 courts are now in the process of being 'certified' to be able to upload data to the JDW. Some of the courts are in the midst of an entire conversion to JIS and intend to send information to the JDW once that project is complete. The data warehouse project is scheduled for completion in 2015.

Regarding the citation tracking system recommended in 2004, no progress was made in this area. However, with the continued implementation of the Judicial Data Warehouse, coupled with the analysis provided by those that support other components of the traffic record systems, the requirements and ability to develop the citation tracking system will become better defined. A citation tracking system cannot be completed without a centralized source of data based on the citation issuance as will be provided by the completion of the JDW.

Driver and Vehicle Records

The Department of State (DOS) is currently testing a new driver and vehicle system in a Business Application Modernization (BAM) project and expects to become operational in June 2010. A new non-significant driver license number will be phased in, and the new driver license and ID cards will include a bar code in addition to the magnetic stripe that is on the cards now. Conviction reporting from the courts is almost totally electronic. Driver histories from prior States of licensing are maintained for both non-commercial drivers and commercial drivers.

DOS will become a full participant in the National Motor Vehicle Title Information System (NMVTIS) when the BAM is completed.

Injury Surveillance System Components

Michigan's Injury Surveillance System (ISS) consists of data collected under the direction of the following agencies:

Michigan Department of Community Health	Pre-hospital Data Death Certificate Data Trauma Registry Data (future)
Michigan Health and Hospital Association	Hospital Discharge Data

The inclusion of pre-hospital data to the State's ISS demonstrates significant progress since the previous assessment. Over the past five years, with the support of the TRCC, the Department of Community Health (MDCH) has developed a uniform EMS run report and a central repository for the electronic submission of pre-hospital data. The data collection system developed by Image Trend went live on May 15, 2009 and is currently receiving data from nearly half of the State's 800 EMS agencies. Additionally, the MDCH is developing a statewide trauma registry data system using the same vendor. Administrative Rules establishing trauma system guidelines have been put in place and await a funding source for full implementation.

The MDCH is the primary agency responsible for compiling ISS information on persons injured or killed as the result of a motor vehicle crash. With the exception of the new EMS and trauma registry, information from these databases is currently available through standardized reports, ad-hoc data requests, specialized reports and fact sheets.

There is currently little integration between the ISS and other components of the Traffic Records System. The addition of crash report number to the EMS patient care report and the development of compatible EMS and trauma registry data systems provide the opportunities for future data integration efforts.

Roadway Information

The Transportation Management System (TMS) is the legacy roadway information database maintained by the Michigan Department of Transportation (MDOT) on an Oracle-based platform. In addition the MDOT uses a statewide geographic information system (GIS), the Michigan Geographic Framework (MGF), which contains information on all public roads. These systems are used as an aid in the management of the State's roadway assets.

The TMS has a major shortcoming in how the road features are stored in the Sufficiency file. A notable weakness in the area of roadway information is the lack of updating selected road feature data. In addition the way road features are maintained in the Sufficiency file is questionable. The Sufficiency file prorates changes in features along a segment rather than creating a new segment when a major change occurs.

A project was submitted for consideration to the Traffic Records Coordinating Committee for federal 408 grant funding. The grant was approved. Because of no action this project has been abandoned.

The 83 County Road Commissions use a software product called RoadSoft, an asset management tool, to help manage the 89,000 mile county-road system. RoadSoft is provided by the Local Technical Assistance Program (LTAP) and is based upon the MGF and the PR location referencing method. RoadSoft is a graphically designed, integrated roadway management system developed for Michigan's local agency engineers and managers to use in the analysis and reporting of roadway inventory, safety, and conditions data.

RoadSoft has the potential to collect data for all public roads. With MDOT's concurrence county road employees can collect road features on the State system roads in their counties. This will remove the burden from MDOT to update road features data in the Sufficiency file. These data can be housed in the MGF for use by all safety stakeholders.

Strategic Planning

The current 2009 Strategic Plan for Traffic Records is an up-dated/revised version of the 2005 Strategic Plan, which used the findings of the Traffic Records Assessment conducted in October of 2004 to identify deficiencies to be addressed. The changes in the Strategic Plan were prompted by the annual submission of the federal 408 grant application for traffic records improvement funds.

The projects in the current Plan demonstrate an attention to emerging technology and best practices in the field of crash data collection and storage. But outside of crash file issues the Plan appears lacking in state-of-the-art initiatives in the other traffic records components. To ensure continuous planning a more formal process should be adopted that forces periodic reviews of not only the ongoing projects but of emerging technology in traffic records development in other States and at the national level.

The inclusion of new projects or system modifications, revisions, or adoption of new technology should be viewed as long term needs of the Michigan highway safety community and therefore the State should be committed to their implementation and continuous operation regardless of the funding source. Consideration should be given to the long term maintenance of systems and the budget implications implicit in the continuous operation.

Traffic Records Coordinating Committee (TRCC)

The State does not strictly follow the typical makeup of a State TRCC with a discreet hierarchical structure consisting of Executive and Technical levels. The Michigan TRCC is an umbrella group that lists all of the members, with certain individuals designated as forming the Executive level. This group has the authority to approve projects and funding as recommended in the NHTSA *Advisory*. The remaining individuals combined with the Executive level are considered the full TRCC.

However, what is usually referred to as the working or technical level members has become the Crash Data Users Group (CDUG). Despite the atypical organizational structure, the TRCC has been very involved in the many traffic records improvements described in this report. The one obvious omission is the lack of formally designated local representatives. While they are listed as members of the CDUG and have been major contributors to the TRCC initiatives, that group does not have the official recognition that would be accorded if listed in the formal TRCC membership.

There is a close relationship between the TRCC and the Governor's Traffic Safety Advisory Commission that meets every other month. The TRCC chair attends and gives reports of the traffic records activities and their status.

Appendix C

Acronyms

Acronym	Definition
AASHTO	American Association of State Highway and Transportation Officials
BAM	Business Application Modernization
CJIC	Criminal Justice Information Center
CODES	Crash Outcome Decision Evaluation System
CPR	Crash Process Redesign
DLN	Drivers License Number
EMS	Emergency Management System
FHWA	Federal Highway Administration
GIS	Geographic Information System
GPS	Global Positioning System
GTSAC	Governor's Traffic Safety Advisory Commission
HIPPA	Health Insurance Portability and Accountability Act
ITE	Institute of Transportation Engineers
JDW	Judicial Data Warehouse
JIS	Justice Information System
NETRMS	Internet Remote Management System
LEL	Law Enforcement Liaison
MARS	Maintenance Activity Reporting System
MDCH	Michigan Department of Community Health
MDE	Michigan Department of Education
MDIT	Michigan Department of Information Technology
MDOS	Michigan Department of State
MDOT	Michigan Department of Transportation
MSP	Michigan Department of State Police
MIEMSIS	Michigan Emergency Medical Services Information System
MMUCC	Model Minimum Uniform Crash Criteria
MPO	Metropolitan Planning Organization
NCHRP	National Cooperative Highway Research Program
NEMSIS	National EMS Information System
NHTSA	National Highway Transportation Research Administration
NMVTIS	National Motor Vehicle Title Information System
OHSP	Office of Highway Safety Planning
PDO	Property Damage Only
PSA	Public Service Announcement
RMS	Records Management System
SCOA	State Court Administrative Office
SEMCOG	Southeast Michigan Council of Governments
TCLS	Traffic Crash Location System
TCPS	Traffic Crash Purchasing System
TCRS	Traffic Crash Reporting System
TRAMS	Transportation Reporting and Mapping System
TRCC	Traffic Records Coordinating Committee
VIN	Vehicle Identification Number

Appendix D

TRCC - Current Membership

Current TRCC Membership

Last	First	Dept.-Org	Email	Work Phone	Work Fax
Ambs	Scott	Jackson County GIS	sambs@co.jackson.mi.us	517-768-6691	517-768-6693
Bolger	Matt	MSP-SOD	bolgerM@michigan.gov	517-241-2401	517-241-1571
Bott	Mark	MDOT	bottM@michigan.gov	517-335-2625	517-373-2330
Bower	Katie	MSP-CJIC	bowerk@michigan.gov	517-241-1661	517-241-1644
Brinningstaull	Dawn	MSP-CJIC	brinningstaulld@michigan.gov	517-241-0421	517-241-0865
Bruff	Tom	SEMCOG	bruff@semcog.org	313-324-3340	313-961-4869
Compton	Charlie	Univ. of Michigan	ccompton@umich.edu	734-763-9426	734-936-1076
Dobek	Marc	SCAO	dobekm@courts.mi.gov	517-373-8978	
Duke	Steve	Region 2 Planning	sduke@co.jackson.mi.us	517-788-4426	517-788-4635
Etue	Kriste	MSP-Director	etuek@michigan.gov	517-241-0401	517-241-0409
Farnum	Kathy	MSP-OHSP	FarnumK@michigan.gov	517-241-2528	517-241-2501
Harris	John	MDOS	harrisj2@michigan.gov	517-322-1553	517-322-1767
Helmker	Marvin	DCH-EMS & Trauma	helmkerm1@michigan.gov	517-241-3024	517-241-9458
Lyles	Richard	Michigan State University	lyles@egr.msu.edu	517-355-2250	517-432-1827
Mercer	Betty	Mercer Consulting	mercerconsulting@comcast.net	517-861-7831	517-339-4535
Mohr	Brian	SEMCOG	mohr@semcog.org	313-324-3337	313-961-4869
Morena	David	FHWA	David.Morena@fhwa.dot.gov	517-702-1836	517-377-1804
Muinch	Patrick	FMCSA	patrick.muinch@dot.gov	517-853-5988	
Pemble	William	DTMB	pemblew@michigan.gov	517-241-0177	
Prince	Michael	MSP-OHSP	PrinceM@michigan.gov	517-241-1512	517-241-2501
Rodgers	Tammi	86th District Court	Trodgers@co.grand-traverse.mi.us	231-922-4580	
Santilli	James	TIA of Michigan	jsantilli@tiami.org	248-334-4971	248-475-3434
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Skeels	Matt	NWMCOG	mattskeels@nwm.cog.mi.us	231-929-0507	
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Smith	Sydney	MSP-CJIC	SmithS57@michigan.gov	517-241-1750	517-241-1644
Stecker	Ken	PACC/PAAM	steckerk@michigan.gov	517-334-6060	517-334-6351
Surber	Rob	DIT	SurberR@michigan.gov	517-335-2820	
Vibbert	Ron	MDOT	VibbertR@michigan.gov	517-243-2754	
Wallace	John	FMCSA	John.Wallace@dot.gov	517-853-5993	
Welter	Jeffrey	NHTSA-Chicago	Jeffrey.welter@dot.gov	708-503-8822	708-503-8991

Executive Committee = shaded rows – Revised 6/23/14

Appendix E

Signature Page

_____ _____

Mark Bott Date
Michigan Department of Transportation

_____ _____

Katie Bower Date
Michigan State Police – CJIC

_____ _____

Marcus Dobek Date
State Court Administrative Office

_____ _____

John Harris Date
Michigan Department of State of Michigan

_____ _____

Marvin Helmker Date
Michigan Department of Community Health

_____ _____

William Pemble Date
Michigan Department of Technology,
Management, and Budget

_____ _____

Michael Prince Date
Michigan State Police – OHSP